

**DELEGATION OF AUTHORITY  
THE COMPREHENSIVE ENVIRONMENTAL RESPONSE,  
COMPENSATION, AND LIABILITY ACT (CERCLA)**

**Demand Letters**

1. **AUTHORITY.** Pursuant to the Comprehensive Environmental Response, Compensation and Liability Act, as amended, including Section 107, to prepare, sign and issue demand letters to responsible parties.
2. **TO WHOM REDELEGATED.** Through the Director, Superfund and Emergency Management Division, or equivalent, and through the Branch Chiefs, Emergency Management Branch and Remedial Cleanup Branch, or equivalents, to the Section Chiefs, Emergency Response Section, Spill Prevention and Removal Section, and Site Cleanup Sections 1,2, 3, and 4, or equivalents.
3. **LIMITATIONS.** The clearance or approval of the form, text, and legal sufficiency of each legally operative document issued pursuant to this delegation must be obtained from the appropriate branch chief in the Office of Regional Counsel before signing and issuing such document.
4. **REDELEGATION AUTHORITY.**
  - a. This authority may be redelegated to the section chief level, or equivalent, and no further.
  - b. An official who redelegates an authority retains the right to exercise or withdraw the authority. Redelegated authority may be exercised by any official in the chain of command down to the official to whom it has been specifically redelegated.
5. **SUPERSESSION.** This delegation supersedes R10 14-16 (06/26/2017) and any other delegation of the same authority.
6. **ADDITIONAL REFERENCES.**
  - a. Section 104, 106, 109, 113, and 122 of CERCLA.
  - b. All applicable U.S. Environmental Protection Agency guidance and directives.
  - c. EPA Delegation 14-16.

APR 15 2019

Date



Chris Hladick  
Regional Administrator